

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **October 8, 2002**

AGENDA ITEM NO.: **5**

CONSENT: **X**

REGULAR:

CLOSED SESSION:

ACTION: **X**

INFORMATION:

(Confidential)

ITEM TITLE: **Educational Support Special Initiative Grant**

RECOMMENDATION: Appropriate \$10,000 funding for the Educational Support Special Initiative Grant.

SUMMARY: The Virginia Department of Social Services has allocated funding for the Educational Support Special Initiative Grant to test the efficacy of providing a skilled support person to follow the educational progress of 20 youth in the Independent Living foster care program. The funding will support the increase in hours of an existing part-time wage employee from 20 to 30 hours per week. The educational support person will work with the youth, foster parent (or other caretaker), social worker, and school staff to assist the youth in moving towards realistic educational goals, including GED preparation and vocational training where applicable.

Successful outcome measures include passing grades on report cards, receipt of diploma, GED, or completion of vocational courses, reduction of disciplinary actions in school settings, and more participation by youth in clubs and / or sports.

PRIOR ACTION(S): None

FISCAL IMPACT: Reimbursement of \$10,000 with \$5,000 in-kind services from Social Services

CONTACT(S):

Mark Johnson	847-1776 Extension 243	Director of Social Services
Diana C. Trent	847-1776 Extension 249	Director of Human Services
Tamara Rosser	847-1551 Extension 229	Human Services Department Council Report Coordinator

ATTACHMENT(S): Resolution
Award Letter

REVIEWED BY: lkp

Resolution

BE IT RESOLVED That \$10,000 is appropriated to the General Fund with \$5,000 reimbursement from the Virginia Department of Social Services and \$5,000 in-kind services from Social Services to increase the hours of a part-time wage employee for the Educational Support Special Initiative Grant.

Introduced:

Adopted:

Certified:

Clerk of Council

196L



COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

August 1, 2002

Mr. Mark Johnson, Director
Lynchburg Division of Social Services
P.O. Box 2497
Lynchburg, Virginia 24501

Dear Mr. Johnson:

Thank you for your interest in and application for special initiatives/demonstration projects funding in the Independent Living (IL) Program. We are pleased to inform you that we have approved the following:

		Source		Total
	Independent Living	Local	of Local	Budgeted
	Social Worker:	Match (50%)	Match	Amount
1.	Wages and FICA	\$5,000.00	In-Kind	\$5,000.00
	Total Amount Approved:	\$5,000.00		\$5,000.00
				\$10,000.00

This letter provides you with information on the decision and reporting instructions.

Period of Funding: Fiscal year 2003 (June 1, 2002 through May 31, 2003)
All funds must be expended by May 31, 2003.

Explanation/Comments/Conditions: The department requires a 50% local cash or in-kind match for special initiatives and demonstration projects. The department may limit the number of fiscal years to receive funding in order to allow opportunities for local agencies to develop new projects. The Independent Living (IL) staff will be assessing all special initiatives and demonstrations projects during this fiscal year. Criteria that will be used to evaluate continuing initiatives and new demonstration projects include: the need for the project; the effectiveness of the project; the number of youth served; and the number served in comparison to the cost of the project.

Method of Reimbursement: For fiscal year 2003, all Independent Living reimbursements will be processed through LASER in Budget Lines 862 and 863, which have been modified. Budget Line 862 is set up for Basic Allocations only. Special Initiatives and Demonstration Projects will be reimbursed in **Budget Line 863 (863-01 Purchased of services; 863-02 Administration expenses)**. When entering expenditures into LASER on Budget Line 863, input the total amount of expenditures which consists of the federal match plus the local's cash or in-kind match. The local agency will be reimbursed 50% of the total amount. Final reimbursement requests must be submitted by June 6, 2003.

Special Instructions: Local cash and in-kind matching documentation should be submitted monthly to the State IL Coordinator as project expenditures are made. The local agency may reproduce and use as needed, the attached "Expenditure Report" for reporting the amount and source of the match for the

applicable period of time. The match cannot be from other federal funds, funds that are used to match other federal funds, and not from or for room and board for youth still in care.

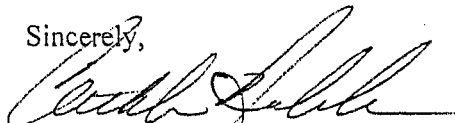
Program Reporting Requirements: Special initiative and demonstration projects written reports are due quarterly; reimbursement may be held up if reports are not received timely. Quarterly reporting periods are June through August (report due September 15); September through November (report due December 15); December through February (report due March 15); and March through May (report due June 15). The final quarterly report, which is also the annual report, should be an evaluation of the program and must contain the following:

1. a statement of how the goals and objectives of the project were met;
2. an accurate description of the IL activities conducted and the services provided;
3. a complete record of the purposes for which the funds were spent;
4. a statement regarding the extent to which the project assisted youths in making the transition from foster care to independent living;
5. specific demographic information, including the number of eligible youths participating, their ages, sex, race/ethnicity, current living arrangements, special needs status, marital and parental status, duration of foster care, and educational and employment status; and
6. a statement of the results achieved 90 days after discharge from the program, including the number of youths who are employed, have completed a high school or GED program, are attending or have attended college or other vocational training programs, have obtained housing and other community services, and are living independently of agency maintenance programs.

For information: If you have further questions, contact Letha Moore-Jones, State Independent Living Coordinator, at 804/692-1293, e-mail: lmj900@dss.state.va.us or contact Patrick S. Plourde, Independent Living Program Specialist at 804/692-1227, e-mail: pap900@dss.state.va.us.

We appreciate your long-standing support of the Independent Living Program and wish you success with your special initiative/demonstration project.

Sincerely,



Cathleen Newbanks
Director, Division of Family Services

c: Letha Moore-Jones
Karen Walker
Sarah Jane Henderson
Norma Towles
Barbara Falls